

**Soil and Water Conservation Commission Cost Share Committee**  
**October 30, 2013: 8:30am**

Teleconference: [\(919\)420-7945](tel:9194207945)  
Webinar: <https://agr.ncgovconnect.com/csc/>

Attendees: Vicky Porter, Julie Henshaw, Ken Parks, Charles Bass, Natalie Woolard, Davis Ferguson, Keith Larick, David Williams

**Minutes: Approved December 12, 2013**

1. August committee minutes approved by consensus
2. Non-compliance policy  
Draft template letter from commission to notify district of lack of following non-compliance policy, commission chair to sign.
3. Technical assistance  
The committee reviewed the existing rule and summary of survey responses. The committee provided the following edits to the Draft August 2010 rule revisions:
  - Remove “or” at end of 3(C)(2)
  - Remove “or” at end of 3(C)(3)Data for BMPs by district (PY2009-2012) was made available on the committee website.  
Additional time needs to be spent drafting rule revisions at future meetings.
4. Approval of cost share applications, contracts and requests for payments policy  
Committee confirmed that the authority for the approval of applications and contracts should not be delegated. Consider revised wording for clarification, additional language will be presented at the next meeting.
5. Repair policy  
Refer to revised policy for edits. A recommendation was made for staff to run a report to follow up on repair contracts at the end of each year or during cancellations.
6. Issues from committee members  
Consider developing a policy for expedited contracting (including funding) for immediate threats to public health or the environment. (Could target 5% emergency funds). This suggestion was added to future meeting topics below.
7. Set next meeting date: Select date in December electronically.

Future meeting agenda topics:

- a. Conservation planning
- b. Program Development & Eligibility Policies – last section of the manual to review
  - i. Introducing new or revised BMPs to cost share programs
  - ii. New and expanded operations
  - iii. Policy on program outreach
  - iv. Use of cost share program funds on new site (not new operation)

- v. Commission guidance for .0200 certified operations
  - vi. Supplemental allocation of cost share financial assistance
  - vii. Strategy plan
- c. Cost Share allocation rule revisions
- d. Draft new policy for expedited contracting (including funding) for immediate threats to public health or the environment
- e. District assessment – score cards